



CALIFORNIA
DEPARTMENT OF
EDUCATION

TOM TORLAKSON

STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

March 1, 2012

Dear County and District Superintendents and Charter School Administrators:

**2011–12 California Longitudinal Pupil Achievement Data System
(CALPADS) Spring 1 – English Language Acquisition Status / Title III
Eligible Immigrants Submission**

This letter provides an overview of the 2011–12 CALPADS Spring 1 data submission. These data are used to calculate Economic Impact Aid (EIA) and Title III funding. The certification and amendment window deadlines for all CALPADS submissions are located under the Calendar link on the California Department of Education (CDE) CALPADS Web page at <http://www.cde.ca.gov/calpads>.

Each year, beginning on Spring Census Day, the CALPADS Spring 1 submission window opens during which time local educational agencies (LEAs) and independently reporting charter schools (IRCs) may view certification reports of their English Language Acquisition Status students (including English learners (EL) and fluent English proficient (FEP) students) along with Title III Eligible Immigrants data for all applicable students in CALPADS. The 2011–12 CALPADS Spring 1 Census Day is Thursday, **March 1, 2012** and the certification deadline for the Spring 1 submission is **March 28, 2012**. To certify, LEAs must verify school and district-level totals and make updates as necessary.

The Spring 1 amendment window is March 29, 2012 through April 18, 2012, during which time LEAs may further amend their Spring 1 data. LEAs and IRCs that fail to certify their 2011–12 CALPADS Spring 1 data by the **April 18th** amendment window deadline will have **no official EL counts** for the 2011–12 school year, which will negatively impact the EIA and Title III funding that are based on the EL data collected through the CALPADS Spring 1 data submission. Therefore, it is critical that the CALPADS Spring 1 data submission is completed and certified by the deadline.

In 2010–11 the CDE began collecting English Language Acquisition Status and Title III Eligible Immigrants data at the student-level through the CALPADS Spring 1 submission. These data were previously submitted to the CDE at the aggregate-level via the Language Census (LCEN) annual submission. Last year, LEAs were able to submit these data through CALPADS or via the traditional LCEN. Beginning this year, the CDE will **only** collect these data through CALPADS. **The collection of EL and FEP data through the LCEN has been discontinued and will no longer be offered.** Therefore, LEAs and IRCs **must** submit and certify these data in CALPADS as part of the annual Spring 1 submission. LEAs that do not certify their EL data through the

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CALPADS Spring 1 submission will be considered “at risk” and a likely candidate for Federal Program Monitoring review.

To complete and certify the 2011–12 CALPADS Spring 1 submission, the following steps, with suggested timelines, below must be performed by your CALPADS LEA Administrator:

1. **3/1:** Complete SIS Data Population
2. **3/1–3/9:** Upload SENR, SINF and SPRG
 - a. Review validation errors, reconcile as needed
3. **3/9–3/16:** Fix Certification Errors, Review reports, and Reconcile as needed
4. **3/16–3/27:** Distribute reports for review/approval
5. **By 3/28:** Certify (Level 1 and Level 2)

Beginning Monday, March 5, 2012, you may check the CALPADS Spring 1 certification status of your LEA or IRC on the CALPADS County-level Certification report located at <http://www2.cde.ca.gov/calpadsstatus/index.aspx>. Select the Spring 1 data submission and your county from the menu, then press the “Get Report” button. A report will be generated listing each LEA and IRC in your county with information about their Spring 1 certification status. The Spring 1 County-level Certification report shows the 2011–12 Certified Enrollment count, the 2011–12 Fall and Spring Title III Immigrant counts, the 2010–11 and 2011–12 EL counts, the number of fatal errors, and the certification status for each LEA and IRC in each county. LEAs and IRCs must have zero fatal errors to certify the CALPADS Spring 1 data. Reports are updated each Monday.

The CDE strongly encourages LEAs and IRCs to regularly submit data to CALPADS throughout the year. The CDE recommends that LEAs and IRCs submit regular updates to CALPADS, minimally every two weeks. Regularly submitting data to CALPADS will minimize the work required by your staff to certify your data in CALPADS and will ultimately help reduce the risk of your LEA or IRC failing to certify by the appropriate deadlines. We ask that you support and encourage your staff to update and certify your CALPADS Spring 1 data by the March 28 deadline and to submit updates to CALPADS on a regular basis.

My staff and the CALPADS Service Desk staff are eager to work with your staff to get this work completed on time. If you have any questions regarding the submission and certification of the CALPADS Spring 1 data, please contact the CALPADS Service Desk

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using the web form located at <http://www2.cde.ca.gov/CALPADSHELP/DEFAULT.ASPX>
or by sending an e-mail to calpads-support@cde.ca.gov.

Thank you in advance for your assistance.

Sincerely,

Keric Ashley, Director
Educational Data Management Division

KA:rb